

~~INTERNAL USE ONLY~~

ER-5-4784

APR 21 1954

MEMORANDUM FOR: Acting Deputy Director (Administration)

SUBJECT: Additional T/O and Ceiling - Office of Personnel

In accordance with our conversations, it is requested that the Office of Personnel be authorized an increase of one T/O position and one ceiling authorization, together with the necessary personal services funds to provide for an individual whose major function shall be to develop and implement a CIA recreation and welfare program, including direction of the activities of the Potomac Recreation Association. The position to be established is properly classified as Employee Relations Officer, GS-13, and would be occupied by Mr. [REDACTED]

STATINTL

STATINTL

Harrison G. Reynolds
Assistant Director for Personnel

APPROVED:

L. K. White
Acting Deputy Director
(Administration)

STATINTL

Date:

Hanny - Returned in accordance with our conversation of 29 April 54. The only way I can give you an extra position is to ask the Director for it. This I know we both want to avoid if we can. I will however approve if you excusing your ceiling temporarily to take on [REDACTED] if you wish absorb him through normal attention within a reasonable period of time.

STATINTL

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29 Apr. 54